
Air National Guard (ANG) Military Vacancy Announcement (MVA)
(Must be a current ANG member only)

2010-197

GUARD PERSONNEL AND MOBILIZATION REQUIREMENTS ANALYST

Promotable SMSgt - CMSgt

**(Must meet this rank requirement at closeout date)*

Closeout Date: 4 Nov 2010 Close of Business (COB)

To view the most current application procedures/requirements, refer to the ANG Careers webpage at <http://www.ang.af.mil/careers/mva/procedures.asp>

Headquarters ANG Title 10 2-4year Statutory Tour at **AMC/CG (Scott AFB, IL)**. Must be Air Force Specialty Code (AFSC) **3S091/3S000**. **Must have or be able to obtain Top Secret Clearance**. Duties and Responsibilities: Ensures AMC gained ANG resources are available to support wartime and peacetime requirements. Develops unique procedures and modifies TPFDD's to determine the correct mobilization requirements. Reviews wartime planning documents to determine aircraft or mission requirements and develops mobilization requests in support of COCOM requirements. Responsible for the performance of special projects relating to unique and/or complex manpower/personnel matters and evaluates emerging requirements. Individual will prepares annual and short notice reports to determine fiscal year budget requirements. Some models are "what if" in nature and depend largely on the incumbent's seasoned judgment in lieu of tangible factors. Participates in the development and coordination of personnel requirements for AMC gained ANG units. Implements changes to wartime requirements in a TPFDD based on emerging COCOM requirements. Incumbent must be knowledgeable and proficient in the use of the automated war planning tools such as DCAPES/JOPES, and other tools. The incumbent has the authority to change data in the TPFDD to meet changing mission requirements. Individual must work extensively with HQ AMC and ANG Functional Managers to ensure correct requirements are sent to units.

Coordinates on DOC statements for AMC gained units identifying total resources, grade, and Air Force Specialty Code (AFSC) requirements. Reviews SORTS reports and ART for correct UTC and unit readiness. Recommends alternative solutions, initiates corrective action, or provides rationale for using other UTCs in support of mission requirements. Monitors the status of AMC gained ANG unit changes being affected by BRAC/QDR decisions. Coordinates on audits of mobilization procedures to insure compatibility and compliance with AMC/ANG mobilization guidance. Works under the general supervision of the AMC/CG, who chairs the Force Structure Committee for AMC/CC. Overall achievement of objectives is evaluated by AMC/CG. Additional duties may involve acting Executive Officer to the Senior Guard Advisor to the Commander of Air Mobility Command in matters requiring immediate attention. Attends all meetings and conferences with AMC functional managers to give information and assistance on any and all Guard enlisted matters. As senior enlisted member on the HQ AMC staff, gives guidance and direction to other Guard enlisted members also assigned to headquarters resolving any/all problems as they occur. This duty will reside with the designated Guard enlisted

member and can be moved at the discretion of the Senior Guard Advisor to the Commander of AMC. Responsible for tracking and ensuring all AMC/CG suspenses are completed on-time, including General Officer briefs and talking papers for AMC Directorates and Air Staff review.

Mandatory criteria as indicated in the MVA must be documented on the members report on individual personnel (RIP). If it is not indicated on the RIP, it is incumbent upon the applicant to ensure that the appropriate source documentation is provided with the application.

Must meet the above stated grade/rank requirement by closeout date of advertisement.

Member must have a Secret Clearance or an open investigation to apply for statutory tour positions.

Enlisted applicants who are higher grade than the highest grade for the advertisement must provide a statement of understanding with the application stating he/she is willing to be voluntarily demoted if selected for this position, IAW ANGI 36-25-03, Paragraph 3.4.3.

Officers applying for a statutory tour position must have a minimum of a Bachelors degree prior to applying.

Application for this MVA signifies agreement to the following statement, in accordance with (IAW) Title 18 USC 1001: "I certify that, to the best of my knowledge and belief, all of the information on an attached to this application is true, correct, complete and made in good faith. I understand that false or fraudulent information on or attached to this application may be grounds for rejection or for release from statutory tour after I begin work, and may be punishable by fine or imprisonment. I understand that any information I give may be investigated."

Questions regarding this advertisement can be sent to hr.apply@ang.af.mil
